

Job Searching Tips

What's important to you in your job?

- Pay
- Benefits
- Location
- Hours of operations
- Balance with school, family, sports, clubs?

What do you need to obtain employment?

- The right attitude
- Transportation
- Skills
- Education Level

What do you need to stay employed?

- Hours Available
- Skills
- Grade Point Average
- School Attendance
- Job Attendance
- Transportation
- Childcare
- Attitude

The Dos and Don'ts of Successful Job Hunting

The Dos:

- Dress professionally
- Be prepared at all times for an interview (in person, on the spot, or on the phone)
- Follow-up when you say you will
- Be persistent
- Expect the process to take some time
- Use manners
- Arrive early (10 minutes)
- Ask people you know if they know who's hiring
- Smile ~ look excited about the position and opportunity

The Don'ts

- Be too casual (in dress or language)
- Talk negatively about people, employers, the competition or situations
- Expect to find a job in a week or two
- Bring friends/family with you to pick up applications or to an interview
- Use slang
- Have a friend or family member ask the questions for you
- Be irresponsible
- Take Rejection personally
- Get frustrated (especially during the interview)